

**THE BOARD OF COUNTY COMMISSIONERS
DURHAM, NORTH CAROLINA**

Monday, June 4, 2012

County Commissioners' Chambers
200 E Main Street, Durham North Carolina

9:00 am Worksession

AGENDA

1. Citizen Comments (30 min)

- 1) The Board of County Commissioners will provide a 30-minute comment period at the beginning of its Worksession meeting on the first Monday of each month. Any citizen of Durham County wishing to speak shall have an opportunity to do so. The Board may direct staff to research and reply to the concerns, if appropriate. Speakers must sign in prior to the start of the meeting providing a mail/email address and telephone number so that staff may reply to comments and/or questions. Citizens who request an immediate response from the Board are encouraged to submit a brief description of the issue to the Clerk to the Board two weeks prior to the Worksession to allow an opportunity for research prior to the meeting. **All speakers shall have three (3) minutes to speak and are requested to refrain from addressing issues related to personnel matters.**

Resource Person: Michelle Parker-Evans, Clerk to the Board

County Manager's Recommendation: The Manager recommends that the Board receive citizen comments and direct staff to respond, as deemed appropriate.

2. Memorial Stadium - Fees (20 min)

- 1) Durham County Memorial Stadium Authority Chair Tommy Hunt will be present to solicit fee input from the Board of County Commissioners.

Resource Persons: Tommy Hunt, Chairman, Durham County Memorial Stadium Authority; Reco Chavis, Stadium Manager; Carol Hammett, Deputy County Attorney

County Manager's Recommendation: The County Manager recommends that the Board review the matter and advise the staff if any additional action or information is necessary.

3. Research Triangle Park Master Plan Overview (20 min)

- 1) Bob Geolas, President and CEO of the Research Triangle Foundation will provide an overview of the recently completed master plan for the Research Triangle Park and seek the Board's assistance with several legislative changes.

Resource Persons: Bob Geolas, President and CEO, Research Triangle Foundation

County Manager's Recommendation: The County Manager recommends that the Board receive the report and advise the staff if any additional action is necessary.

4. System of Care Update (20 min)

- 1) The Durham Center will provide a brief update on the award-winning System of Care. The System of Care, an integrated network of community services and resources supported by a partnership between families, professionals and the community in all aspects of service planning and delivery. The goal of System of Care is to establish a seamless array of comprehensive, flexible and effective supports for individuals and families throughout the community and through this assistance, to make the Durham community a better place to live for all individuals and families.

Resource Persons: Ellen Holliman, Director, The Durham Center; Ann Oshel, Director of Community Engagement and System Development, The Durham Center

County Manager's Recommendation: The County Manager recommends that the Board receive the report and advise the staff if any additional action is necessary.

5. Amendment to Animal Control Ordinance (20 min)

- 1) The Board is requested to hear suggested changes to the Animal Control Ordinance. On May 29, 2012, the Board agreed to relinquish control over the Animal Control Division of the General Services department to allow the Office of the Sheriff to assume responsibility and control of the division and enforcement of the Animal Ordinance effective July 1, 2012. Due to this change in operation, Chapter 4 of the Durham County Code of Ordinances, Animals, needs to be amended.
- 2) The proposed Ordinance Amending Chapter 4 of the Durham County Code of Ordinances, entitled Animals, is attached for consideration and approval.

Resource Person(s): Marie Inserra, Assistant County Attorney; Curtis Massey, Legal Advisor to the Sheriff

County Manager's Recommendation: The County Manager recommends that the Board consider the proposed amendments to Chapter 4 of the Durham County Code of Ordinances related to Animal Control, and if acceptable, place on the June 11 regular session.

6. Request to Establish 10 Paramedic Positions, 4 EMT Intermediate Positions and a Clerk IV position in accordance with the County Manager's Recommended Budget for Fiscal Year 2012-13 (45 min)

- 1) As part of the County Manager's Fiscal Year 2012-13 Recommended Budget, additions to staff in EMS are incorporated to improve overall EMS system management and to maintain high EMS revenue collection rates. None of these positions will require additional General Fund appropriations, but are being covered by existing revenues or increases in EMS revenue collections, along with a portion of the annual lease payment from Duke University Health System.

The positions being requested, along with their funding sources include:

- a) 6 Paramedic Positions to provide adequate staffing and supervision needed for each shift. These positions will be funded by increased EMS Revenues;
 - b) 4 Paramedic and 4 EMT Intermediate positions to assume full operation of the Redwood Fire Department and Bethesda Fire Department EMS Units, as requested by those two departments, effective July 1, 2012. The County already funds these EMS Units through payments to the volunteer fire departments. These payments will simply be shifted from the fire department to EMS;
 - c) The establishment of a Clerk IV position to assist with EMS clerical responsibilities, collections and to assure a continued high collection rate. This position will be funded by increased EMS Revenues.
- 2) Durham County EMS has not added any additional line staff positions in almost 20 years. The addition of the 6 Paramedic positions are needed to adequately staff current EMS units. In order to fully staff the current number of ambulances needed each shift, there needs to be 22 employees available to work per shift. However, only 1 supervisor and 18 or 19 authorized positions are available on a shift. The result is that typically a shift starts out with a deficit of personnel and part time employees or supervisors must be used to fully staff the 12 ambulances needed to adequately cover the county. The addition of the 6 Paramedics will help fully staff all needed ambulances and will allow supervisors to be available to all employees and not be isolated on a single ambulance serving as a crew member.
 - 3) Additionally, the Board is requested to approve the hiring of four full time Paramedics and four EMT Intermediates to provide continued EMS services in

the Redwood and Bethesda fire districts. Redwood Fire/EMS and Bethesda Fire/EMS Departments requested that the County take over full control of EMS operations within their communities, effective July 1, 2012. These additional staff will be employees of Durham County EMS.

- 4) North Carolina General Statutes give County governments the exclusive responsibility for EMS services. These services can be carried out in a variety of ways (through county government or by contract). Since the early 1990s, Durham County EMS has been in a partnership with Bethesda, Redwood and Bahama Fire Departments to provide EMS services within their communities, as part of the Durham County EMS System Plan. Currently, there is one Durham County Paramedic stationed at each of the departments, with a driver furnished by the fire department along with an Advanced Life Support Ambulance titled to those fire departments. Although the driver and the ambulance are part of the fire department, the County provides full funding for the operation. The partnership has worked well since the 1990s, but it has caused some difficulties since there is not a central command structure. With increased call volume, these fire department EMS units must run increased call volume outside of the fire district. It makes more operational sense for these units to be under one command structure since they are subject to be dispatched and positioned anyway within the County. Further, Durham County's recently adopted Strategic Plan, under Goal 3, Safe and Secure Community, includes initiatives specifically addressing consolidation of public safety functions:
 - a) *Goal 3, Initiative 4 – Increase efficiencies and streamline operations within Durham County public safety functions*
 - b) *Goal 3, Initiative 5 – Standardize response capabilities to improve outcomes.*
- 5) Because of the large number of positions being established with the Recommended Budget, getting an early start on recruitment will assist in filling the positions as quickly as possible to be ready for a July 1, 2012 implementation. Although these positions are requested to be established now, no new budget appropriation is required because the conclusion of the fiscal year is imminent and the positions are likely not to be filled until very close to July 1, 2012 and there are sufficient funds already in the EMS budget to cover any costs incurred during Fiscal Year 2011-12.

Resource Persons: Mike Smith, Director EMS; Lee Worsley, Deputy County Manager

County Manager's Recommendation: The County Manager recommends that the Board suspend the rules to approve the establishment of 10 Paramedic, 4 EMT Intermediate, and one Clerk IV position for EMS.

7. Falls Lake and Jordan Lake Budget Impacts (30 min)

- 1) The North Carolina Environmental Management Commission (EMC) approved Jordan Lake Rules in 2009 and Falls Lake Rules in 2010. State mandated deadlines for certain provisions of the rules already have begun and more deadlines are approaching this summer, such as required revisions to the County's Stormwater Ordinance. County departments have managed their compliance-related activities with existing staff thus far, but new demands are outstripping existing staff capacity. As part of the recommended budget presented by the County Manager on May 29, 2012, two new positions were recommended that relate directly to the demands imposed on the County by the Falls Lake and Jordan Lake Rules.
- 2) The first position would re-establish the Stormwater Manager position in the Engineering Department that was eliminated as part of the budget reduction in FY2010. This position is needed to help implement and administer the state-mandated revisions to our stormwater ordinances and programs. The second position, proposed for the Environmental Health Division of our Public Health Department, will be used to start making headway in compliance activities relating to the over 11,000 onsite waste-water systems (septic systems and discharging sandfilter systems) in the County. These systems represent a significant portion of Durham County's "existing development" loading, which we will have to reduce significantly per both sets of lake rules.
- 3) The Soil and Water Conservation District also requested a position to help carry out their Falls and Jordan Lake Rules-related work in the areas of agriculture and fertilizer application. This position request was not recommended, but represents another important area of compliance that will require increased County support in future years.
- 4) The new development provisions of the rules mandate that local governments implement Stormwater ordinance revisions by this summer. Draft revisions to meet these rules have already been approved by the EMC and are brought before the Commissioners today to be reviewed. The revised Stormwater Ordinance will be presented at the June 11, 2012 BOCC Regular Session for final approval.
- 5) Finally, the Commissioners may wish to discuss the various options at their disposal to fund some of these compliance-related positions and activities.

Resource Persons: Drew Cummings, Assistant County Manager; Glen Whisler, County Engineer, and Robert Brown, Environmental Health Director, Public Health

County Manager's Recommendation: The County Manager recommends that the Board consider the information presented on these issues. If appropriate, the state mandated new development ordinance revisions will be brought back for approval on June 11, 2012.

8. Request for Month to Month Extension of the Current Recycling Collection Services Contract with TFC Recycling (10 min)

- 1) The Board is requested to extend the existing Recycling Collection Services contract (RFP-08-005) to month to month at a cost of \$45,792 per month until a RFP recommendation for recycling collection services can be presented and awarded.
- 2) Durham County's four solid waste and recycling convenience sites and residential homes receive bi-weekly roadside recycling collection services from TFC Recycling, USA. June 30, 2012 will complete the 5th year of the original public bid annual contract.
- 3) A new Recycling Collection Services RFP (12-018) has been advertised, and proposals are due on June 5, 2012. Additional time will be needed to complete the proposal reviews, conduct interviews, negotiate the final contract and make presentation to the Board of County Commissioners.

Resource Persons: Motiryo Keambiroiro, General Services Director; and Brian S. Haynesworth, Solid Waste Program Manager

County Manager's Recommendation: The County Manager recommends that the Board authorize funding through FY 2013 Budget Allocation and extend the contract services month to month with TFC Recycling, USA at \$45,792 per month until the RFP can be awarded. This item is to be placed on the consent agenda for the June 11, 2012 Regular Session BOCC Meeting.

9. Durham County Parking Policy (45 min)

- 1) Revisions to the County's Parking Policy are needed due to the completion of the new courthouse parking deck. However, the policy governs parking at all County-owned parking facilities.

Resource Persons: George Quick, Finance Director; Motiryo Keambiroiro, General Services Director; Dave Jerrido, Parking Manager

County Manager's Recommendation: The County Manager recommends that the Board review the policy and move the item to the June 11, 2012 Consent Agenda for approval.

(LUNCH – 30 MINUTES)

10. Durham County Justice Center Parking Deck Parking Operations and Maintenance Services (Alternate) RFP 12-006 Discussion (20 min)

- 1) The General Services Department issued a Request for Proposals (RFP) to provide Parking Operations and Maintenance Services for the County's new Justice Center Parking Deck. The objective is to enter into an agreement with a single Contractor that has a proven track record in providing high quality Parking Operations and Maintenance Services. The Contractor must have an impeccable management and safety record, where the County can leverage the awarded Contractor's expertise and experience to work independently and professionally, service the public, and forge a long-term relationship that offers efficiencies, cost savings, and ingenuity in resolving parking issues. The RFP required parking operations Monday-Friday, 7:00AM-7:00PM and events outside these hours and on weekends, as needed. The RFP requested Maintenance Services Monday-Friday, 8:30AM-5:30PM.
- 2) Two firms, McLaurin Parking Company and Lanier Parking Solutions submitted proposals on February 16, 2012. A Section Committee of selected County Employees reviewed and ranked the proposals. Interviews were then conducted with each company.
- 3) Upon completion of the review and interviews, the Selection Committee recommends the County enter into an Agreement with Lanier Parking Solutions, LLC (LPS). LPS presented a slightly overall lower cost of service.
- 4) Discussions with LPS resulted in the following cost projections:

FY 2012/2013 (Living Wage Rate at \$11.91/hour)

- 5) Pricing presented is based on LPS providing parking operation services for after hour/event parking for the entire FY 2012/2013 and daily parking operations commencing with the occupancy of the Courthouse Building, January 1, 2013-June 30, 2013.
- 6) After Hour/Event Parking Operations-There is approximately 214 events during FY 2012/2013. LPS could operate the deck on the County's behalf at a cost of \$209.75/per event (baseline staff of three. 1-Supervisor, 2-Parking Attendants, 3 hours each) for a potential after hours/event parking operations cost of \$44,886.50/annually. 42 cars/per event at \$5.00/per car are required to park to be revenue neutral. Additional on-call, Attendants or Traffic Control staff for larger events would increase this cost, and would be paid from contingency funds.
- 7) Daily Parking Operations-The cost for LPS to provide daily parking services Monday-Friday, 7:00 AM to 7:00 PM is \$8,088.96/month, or \$48,533.76 (January 1, 2013-June 30, 2013).
- 8) Based on proposal costs and the occupancy date of the adjoining Courthouse Building, it is recommended LPS provide after hour/event parking operations

July 1, 2012-June 30, 2013 and daily parking operations January 1, 2013-June 30, 2013 for the following not to exceed costs:

- 9) After hour/event parking operations-214 events at \$209.75/per event or \$44,886.50 (July 1, 2012-June 30, 2013), Daily parking operations at \$8,088.96/month or \$48,533.76 (January 1, 2013-June 30, 2013), plus a 20% contingency of \$18,684.05 for a total cost of \$112,104.31
- 10) Based on proposed maintenance service (alternate) costs, it is recommended that the General Services Department provide basic maintenance services utilizing in-house staff and sub-contract street sweeping and power washing services as needed at a cost of \$11,001.69.
- 11) Total operating FY 2012/2013 costs for parking operations and basic maintenance services of \$123,106.00.

Resource Persons: George Quick, Director of Finance; Motiryo Keambiroiro, Director of General Services; and Pamela Gales, Assistant Purchasing Manager

County Manager's Recommendation: The Manager recommends that the Board accept the recommendation as presented and request placement of the presented recommendations on the Consent Agenda of June 11, 2012 BOCC regular meeting to authorize the County Manager to enter into a service contract with Lanier Parking Solutions, LLC for daily and after hour/event parking operations at the Justice Center Parking Deck.

11. Review of Board Directives (5 min)

- 1) The Board is requested to review the previous month's directives for staff and make comments as necessary. This set of directives covers February, March, April and May of 2012.

Resource Person: Michael Davis, Strategic Initiative Manager

County Manager's Recommendation: The County Manager recommends that the Board review the May BOCC directives and make comments to staff as necessary.

12. Budget Hearings (90 min)

- 1) Nonprofit Recommendations – Laura Jensen; Carol Hammett; Michael Davis
- 2) Engineering – Utility Rate Increase/Sustainability – Glen Whisler; Joe Pearce; Tobin Freid
- 3) General Services – New buildings and Solid Waste Increase – Motiryo Keambiroiro